



Business Development Executive

The Rhode Island Commerce Corporation, as the official economic development arm of the State of Rhode Island, works to drive prosperity in the state and help Rhode Island businesses and residents thrive. A quasi-public agency, the Commerce Corporation serves as a government and community resource to help boost business expansion in, and relocation to, Rhode Island. We are a passionate, innovative, driven, and resourceful team inspired by the belief that we can expand opportunities so that more Rhode Islanders are able to succeed. We enjoy working for an administration that is truly invested in making change happen. People skilled at advancing strategic change in a fast-paced, dynamic environment thrive here.

Summary

The Commerce Corporation seeks to hire a Business Development Executive to play a key role in realizing the Commerce Corporation's business attraction, expansion and retention initiatives. The Business Development Executive will focus on companies in one or more of Rhode Island's targeted sectors: biotechnology and life sciences; maritime and ocean-related industries; advanced business services; design, custom, and advanced manufacturing; and IT/cyber-related technologies. This position will work to understand business needs and decision-making processes to drive compelling pitches for companies in these sectors to expand or locate in Rhode Island. Key to this will be maintaining a strong working knowledge of key industry trends, players, and opportunities. In addition, the position will lead and inform initiatives, programs, and services to in-state businesses and out-of-state leads.

Responsibilities

- Manage business development prospects, cultivate leads, and generate business opportunities
- Develop new and foster long-term relationships with businesses, industry groups, and other economic development organizations to grow a pipeline of business opportunities and support business growth
- Assess current and future industry needs to attract out-of-state businesses to RI and assist in-state companies expand
- Perform consultative services including market and industry research and financial analysis in support of recruitment and retention activities, and prepare related proposals and presentations
- Assist in the development of strategic economic development plans
- Work with the marketing team to develop materials and collateral
- Research and analyze business attraction, growth, and retention opportunities
- Lead special projects as assigned

Key Competencies

- **Strategic skills:** Job requires the ability to determine opportunities and threats through comprehensive analysis of current and future trends. Comprehends the big picture.
- **Resourcefulness:** Job requires problem solving and finding ways over, around or through barriers to success. A bias for action. A results-oriented "doer."
- **Leadership** - Job requires a willingness to lead, take charge, and offer opinions and direction.
- **Initiative** - Job requires a willingness to take on responsibilities and challenges
- **Achievement/Effort** - Job requires establishing and maintaining challenging goals for self and others and exerting effort toward mastering tasks.
- **Written Communications:** Writes clear, precise, well-organized documents using appropriate vocabulary, grammar, and word usage.
- **Dependability** - Job requires being reliable, responsible, and dependable, and fulfilling obligation.

Qualifications and Skills

- Relevant professional experience or demonstrated high level of success related to business development, sales, investor relations, or a related area in government or private sector.
- Bachelor's Degree required. MBA or advanced degree in a relevant field (e.g. finance, accounting, economics or strategic management) preferred.
- Significant client/ stakeholder interaction and experience, particularly showing the ability to develop strong and influential relationships.
- Ability to manage multiple competing priorities in a fast-paced work environment.
- Self-motivated, creative, organized, and deeply committed to personal and organizational success.
- Ability to communicate clearly and accurately and to interact with professionals at all levels in all business units.
- Strong analytical, problem-solving, and critical thinking skills with attention to detail.
- Excellent proficiency with PowerPoint.
- Experience with Salesforce CRM or other customer relation management system is preferred.

Please submit a cover letter along with a professional resume via email to:

[**job.opportunities@commerceri.com**](mailto:job.opportunities@commerceri.com)

Rhode Island Commerce Corporation

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The RI Commerce Corporation is an Equal Opportunity Employer